

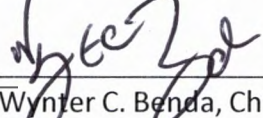


To the Honorable Council  
City of Norfolk, Virginia

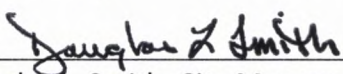
September 11, 2018

From: Leonard M. Newcomb III, CFM, Acting Planning Director

Subject: **10 Mile View**, for a Conditional Use Permit to operate a Short Term Rental Unit (Vacation Rental), at 1407 Bayville Court

Reviewed:   
Wynter C. Benda, Chief Deputy City Manager

Ward/Superward: 1/6

Approved:   
Douglas L. Smith, City Manager

Item Number: **C-1**

- I. **Staff Recommendation: Approval.**
- II. **Planning Commission Recommendation:** By a vote of **6 to 0**, the Planning Commission recommends **Approval**.
- III. **Request:** Conditional Use Permit to operate a Vacation Rental.
- IV. **Applicant: 10 Mile View by Lisa Freeman**
- V. **Description:**
  - The *Norfolk City Zoning Ordinance* adopted in March of 2018 allows two new uses: Short Term Rental Unit (Homestay) and Short Term Rental Unit (Vacation Rental).
    - Homestay
      - **Two bedrooms** for rent by property owner for less than 30 days
      - Located within a single-family home
      - Property owner must reside on-site
      - Registered with City, renew annually
      - Parking: 1 space per bedroom.
    - Vacation Rental
      - A house that is leased or rented to others by owner for less than 30 days
      - Located in single-family home
      - Registered with City, renew annually
      - Parking: 1.2 spaces per bedroom in the Coastal Character District.
  - Both uses are permitted in the Residential Coastal district with a Conditional Use Permit.

- The applicant is proposing to operate a Vacation Rental in a single-family home she purchased in 2003.
  - The applicant is proposing 2 rooms, no more than four guests and has the required 3 parking spaces.

**VI. Public Schools Impacts:**

- N/A

*Staff contact: Susan Pollock at (757) 664-4765, [susan.pollock@norfolk.gov](mailto:susan.pollock@norfolk.gov)*

**Attachments:**

- Proponents and Opponents
- Staff Report to CPC dated August 23, 2018 with attachments
- Ordinance
- Letters from the Willoughby Civic League



**Planning Commission Public Hearing: August 23, 2018**

Acting Planning Director: Leonard M. Newcomb, III, CFM *LMN*

Staff Planner: Susan Pollock Hart, CFM *SP*

Staff Report	Item No. C-3	
Address	1407 Bayville Court	
Applicant	10 Mile View	
Request	Conditional Use Permit	Short-Term Rental Unit (Vacation Rental)
Property Owner	Lisa M. Freeman	
Site Characteristics	Site/Building Area	5,500 sq. ft./1,752 sq. ft.
	Future Land Use Map	Single-Family Traditional
	Zoning	R-C (Residential Coastal); CRO (Coastal Resiliency Overlay)
	Neighborhood	Willoughby
	Character District	Coastal
Surrounding Area	North	R-C: Apartment, Interstate 64
	East	R-C: Multi-family apartment, Single-family homes
	South	R-C: Single-family home, Willoughby Bay
	West	Willoughby Bay



### A. Summary of Request

- The property is located on the south side of Bayville Court which extends south from Bayville Street.
- This request would allow the existing single-family home to operate as a Short Term Rental Unit (Vacation Rental).

### B. Plan Consistency

- The proposed Conditional Use Permit is consistent with *plaNorfolk2030*, which designates this site as Single-Family Traditional.
- *Vision 2100*, an appendix to *plaNorfolk2030* that is utilized to help guide land use decision making, places this site in the “yellow” vision area.
  - Within the yellow areas, mechanisms to help property owners recoup value lost to water rise – including seasonal uses like vacation rental – are encouraged.

### C. Zoning Analysis

#### i. General

- The *Norfolk City Zoning Ordinance* adopted in March of 2018 allows two new uses: Short-Term Rental Unit (Homestay) and Short-Term Rental Unit (Vacation Rental).
  - Homestay
    - **Two bedrooms** for rent by property owner for less than 30 days
    - Located within a single-family home
    - Property owner must reside on site
    - Registered with City, renew annually
    - Parking: 1 space per bedroom.
  - Vacation Rental
    - A house that is leased or rented to others by owner for less than 30 days
    - Located in single-family home
    - Registered with City, renew annually
    - Parking: 1.2 spaces per bedroom in the Coastal Character District.
- Both uses are permitted in the Residential Coastal district with a Conditional Use Permit.
- The applicant proposes to operate a Vacation Rental in a single-family home she purchased in 2003.

#### ii. Parking

- Parking required for a Vacation Rental is one space per bedroom.
- The applicant has two bedrooms in the home which requires three parking spaces.
  - Three parking spaces are available on site.

#### iii. Flood Zone

- The property is located in the AE (High Risk) VE (High Risk) and Coastal A Flood Zones.
  - Certain modifications were made, prior to the current owner’s purchase of the home, that will need to be mediated to comply with the FPCHO (Floodplain Coastal Hazard Overlay).



- These modifications include:
  - Removing the door on the first floor that leads into the storage/hot tub area and replacing it with a gate type closure.
  - The first floor cannot be used as, or appear to be used as habitable space and must only be storage.
  - Obtaining a building permit to create the base for the hot tub or place it on the ground.

**D. Transportation Impacts**

- Institute of Transportation Engineers figures estimate that this short-term rental use will generate 9 vehicle trips per day.
- Bayville Street adjacent to the site is not an identified priority corridor in *The City of Norfolk Bicycle and Pedestrian Strategic Plan*.

**E. Historic Resources Impacts**

The site is not located within a federal, state, or local historic district.

**F. Public Schools Impacts**

N/A

**G. Environmental Impacts**

The applicant proposes to use an existing single-family home with no modifications.

**H. AICUZ Impacts**

- The site is located in a 60 dB DNL (Day-Night average sound level).

**I. Surrounding Area/Site Impacts**

- This construction will not adversely impact the surrounding uses
- This conditional use will not increase traffic or the number of drive-throughs on the site, and will serve as a site improvement.

**J. Payment of Taxes**

The owner of the property is current on all real estate taxes.

**K. Civic League**

Notice was sent to the Willoughby Civic League on June 15.

**L. Communication Outreach/Notification**

- Legal notice was posted on the property on May 22.
- Letters were mailed to all property owners within 300 feet of the property on July 11.

- Legal notification was placed in *The Virginian-Pilot* on July 12 and July 19.

#### **M. Recommendation**

Staff recommends that the Conditional Use Permit be **approved**, subject to the following conditions:

- (a) No later than 60 days after the effective date of this conditional use permit, the following alterations shall be completed in their entirety:
  - (1) No business license or zoning certificate authorizing this use shall be issued until the existing hot tub is reinstalled in a manner consistent the Building Code.
  - (2) The door on the first floor will be replaced with a gate enclosure.
- (b) No business license or zoning certificate authorizing this use shall be issued until all of the following information and documentation has been provided:
  - (1) The name and phone number of a person to be contacted at any time to address emergencies or complaints about activity at the property.
  - (2) Proof that a courtesy fire inspection of the property has been completed and any recommended safety improvements or restrictions have been implemented.
  - (3) Completion of an initial inspection of the property by the City in order to verify any aspect of the application for this conditional use permit.
  - (4) Proof of premises liability insurance covering accidental injury to a guest on the property up to a maximum cost not less than \$300,000.
- (c) The operator shall make the property available for inspection upon reasonable advance notice given to the named emergency contact person by any law enforcement officer at any time between 7:00 a.m. and 11:00 p.m.
- (d) The operator shall maintain records of stays, including names of each guest, dates of stays, and lengths of stays.
- (e) The operator shall maintain a current, active business license at all times while in operation.
- (f) No more than two (2) bedrooms shall be made available for guests.
- (g) No more than four (4) guests shall be permitted to stay at the property at any one time.
- (h) No guest shall stay for 30 or more consecutive days.
- (i) The operator shall remain current on all transient occupancy taxes, business personal property taxes, and other local taxes which may become due while the property is being offered for short-term rentals.
- (j) No fewer than three (3) off-street parking spaces shall be provided.

**Attachments**

General standards and considerations for conditional uses

Overview map

Location map

Zoning map

Application

Notification list of all property owners within 300 feet of the site

Notice to the Willoughby Civic League



## **Proponents and Opponents**

### **Proponents**

Lisa Freeman  
1333 Bayville Street  
Norfolk, VA 23503

Charles Wyatt  
1333 Bayville Street  
Norfolk, VA 23503

John Blumling  
1405 Bayville Court  
Norfolk, VA 23503

### **Opponents**

None



Form and Correctness Approved *BNP*

By *Charles R. Smith*  
Office of the City Attorney

Contents Approved: *sp*

By *Leonard M. Navarrete*  
DEPT.

NORFOLK, VIRGINIA

## ORDINANCE No. 47,347

**C-1** AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT TO AUTHORIZE A SHORT-TERM RENTAL (VACATION RENTAL) DWELLING UNIT ON PROPERTY LOCATED AT 1407 BAYVILLE COURT.

Section 1:- That a conditional use permit is hereby granted authorizing the operation of a Short-term Rental (Vacation Rental) in a single-family dwelling unit located at 1407 Bayville Court.

Section 2:- That the full extent of the property or properties where the permit or permits described above are hereby made effective, upon the date set forth below, is described as follows:

Property fronts 77 feet, more or less, along the southern line of Bayville Court, beginning 100 feet, more or less, from the western line of 14th View Street and extending westwardly; premises numbered 1407 Bayville Court.

Section 3:- That the conditional use permit or permits granted herein shall be subject to all of the general conditions set forth in section 2.4.8.D of the Norfolk Zoning Ordinance and all of the following additional conditions, requirements, and limitations:

- (a) No later than 60 days after the effective date of this conditional use permit, the following alterations shall be completed in their entirety:
  - (1) No business license or zoning certificate authorizing this use shall be issued until the existing hot tub is reinstalled in a manner consistent the Building Code.
  - (2) The door on the first floor will be replaced with a gate enclosure.
- (b) No business license or zoning certificate authorizing this use shall be issued until all of the following information and documentation has been provided:

- (1) The name and phone number of a person to be contacted at any time to address emergencies or complaints about activity at the property.
  - (2) Proof that a courtesy fire inspection of the property has been completed and any recommended safety improvements or restrictions have been implemented.
  - (3) Completion of an initial inspection of the property by the City in order to verify any aspect of the application for this conditional use permit.
  - (4) Proof of premises liability insurance covering accidental injury to a guest on the property up to a maximum cost not less than \$300,000.
- (c) The operator shall make the property available for inspection upon reasonable advance notice given to the named emergency contact person by any law enforcement officer at any time between 7:00 a.m. and 11:00 p.m.
  - (d) The operator shall maintain records of stays, including names of each guest, dates of stays, and lengths of stays.
  - (e) The operator shall maintain a current, active business license at all times while in operation.
  - (f) No more than two (2) bedrooms shall be made available for guests.
  - (g) No more than four (4) guests shall be permitted to stay at the property at any one time.
  - (h) No guest shall stay for 30 or more consecutive days.
  - (i) The operator shall remain current on all transient occupancy taxes, business personal property taxes, and other local taxes which may become due while the property is being offered for short-term rentals.
  - (j) No fewer than three (3) off-street parking spaces shall be provided.

Section 4:- That the City Council hereby determines that the

conditional use permit or permits granted herein comply with each of the standards set forth in section 2.4.8.C of the Norfolk Zoning Ordinance.

Section 5:- That this ordinance shall be in effect from the date of its adoption.

Adopted by Council September 11, 2018  
Effective September 11, 2018

TRUE COPY  
TESTE:

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RICHARD ALLAN BULL, CITY CLERK

BY:

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CHIEF DEPUTY CITY CLERK



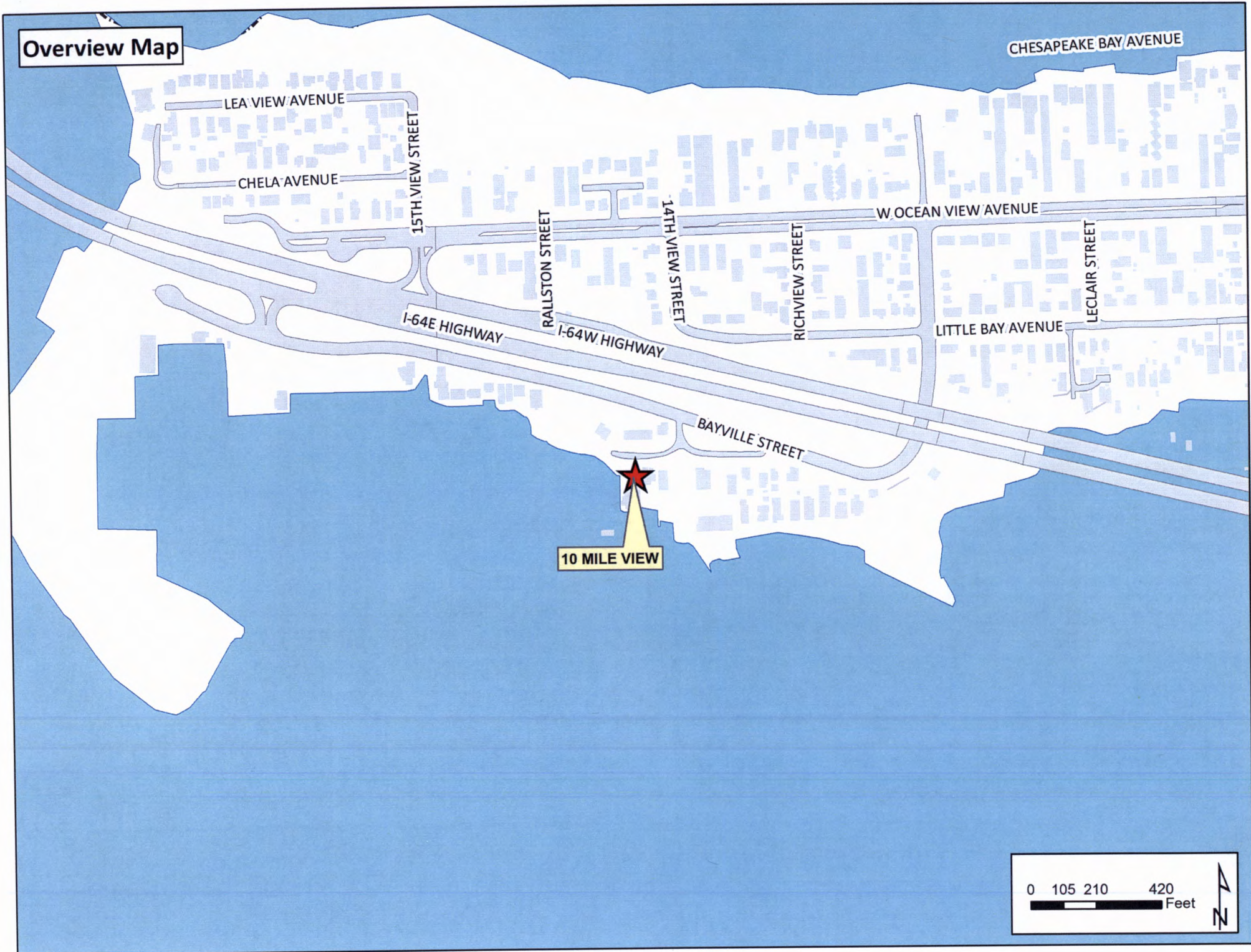
#### 2.4.8.C. CONDITIONAL USE PERMIT REVIEW STANDARDS

A Conditional Use Permit may be approved if the applicant demonstrates that the proposed conditional use:

- 1) Is consistent with the purposes, goals and policies of the comprehensive plan and other applicable city-adopted plans;
- 2) Complies with all applicable zoning district-specific standards in Article 3. Zoning Districts;
- 3) Complies with all applicable use-specific standards in Article 4. Performance Standards;
- 4) Complies with all applicable development and design standards in Article 5. Development Standards;
- 5) Complies with all relevant subdivision and infrastructure standards in Chapter 42.5 of City Code;
- 6) Is appropriate for its location and is compatible with the general character of surrounding lands and the types, scale, and intensity of uses allowed in the zoning district where proposed;
- 7) Adequately screens, buffers, or otherwise minimizes adverse visual impacts on adjacent lands;
- 8) Avoids significant adverse odor, noise, glare, and vibration impacts on surrounding lands regarding refuse collection, service delivery, parking and loading, signs, lighting, night-time activity, and other site elements;
- 9) Avoids significant deterioration of water and air resources, scenic resources, and other natural resources;
- 10) Maintains safe and convenient ingress and egress and traffic flow onto and through the site by vehicles and pedestrians, and safe road conditions around the site;
- 11) Is served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools;
- 12) Maintains adequate parking, loading and other necessary facilities to serve the proposed use;
- 13) Will not substantially diminish or impair the value of the land within the neighborhood in which it is located.
- 14) Will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various Conditional Use Permits of all types on the immediate neighborhood and the effect of the proposed type of Conditional Use Permit on the city as a whole;
- 15) Complies with all other relevant city, state and federal laws and standards; and
- 16) Is required by the public necessity, convenience, general welfare, or good zoning practice.



Overview Map

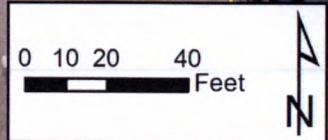
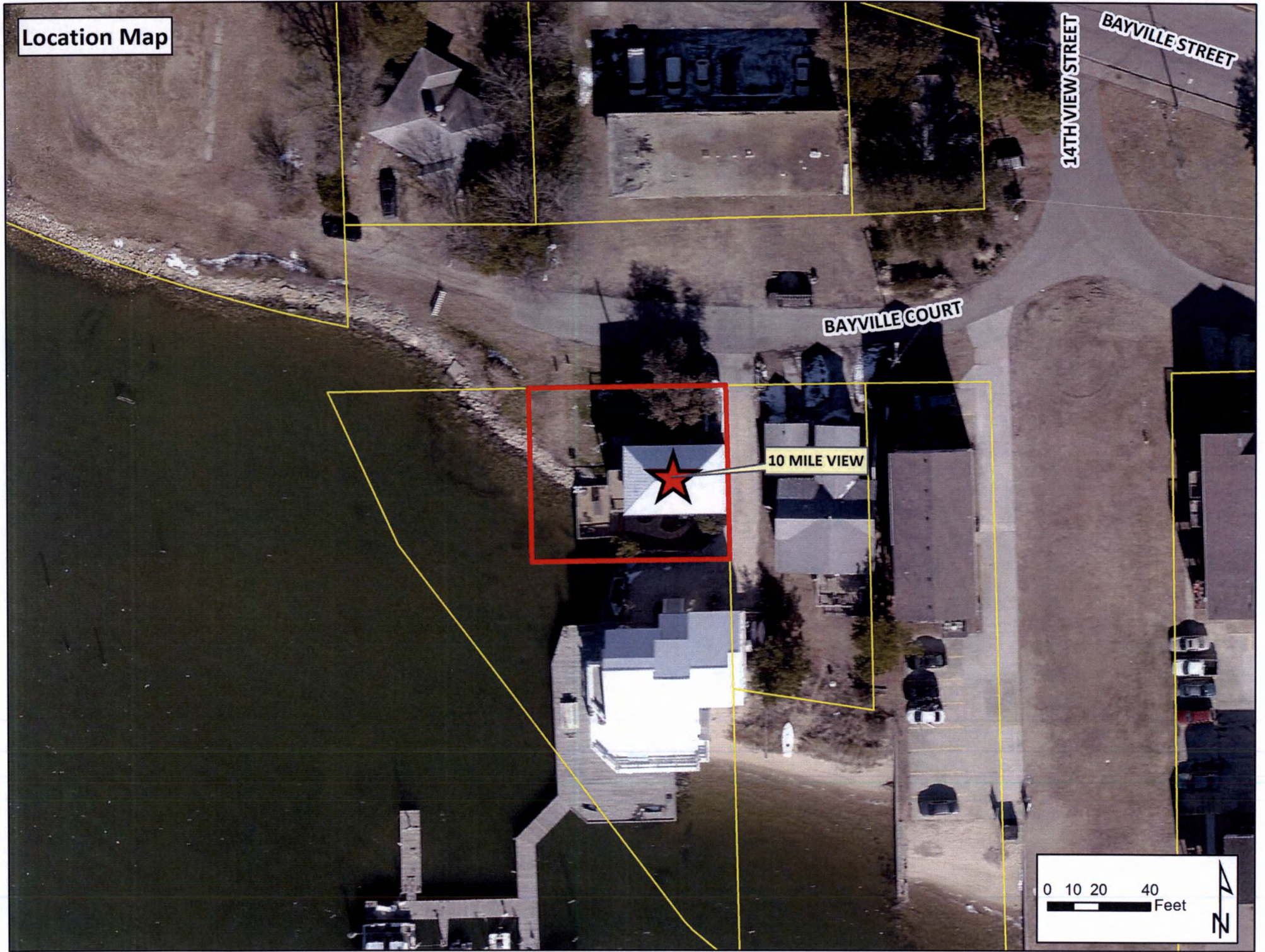


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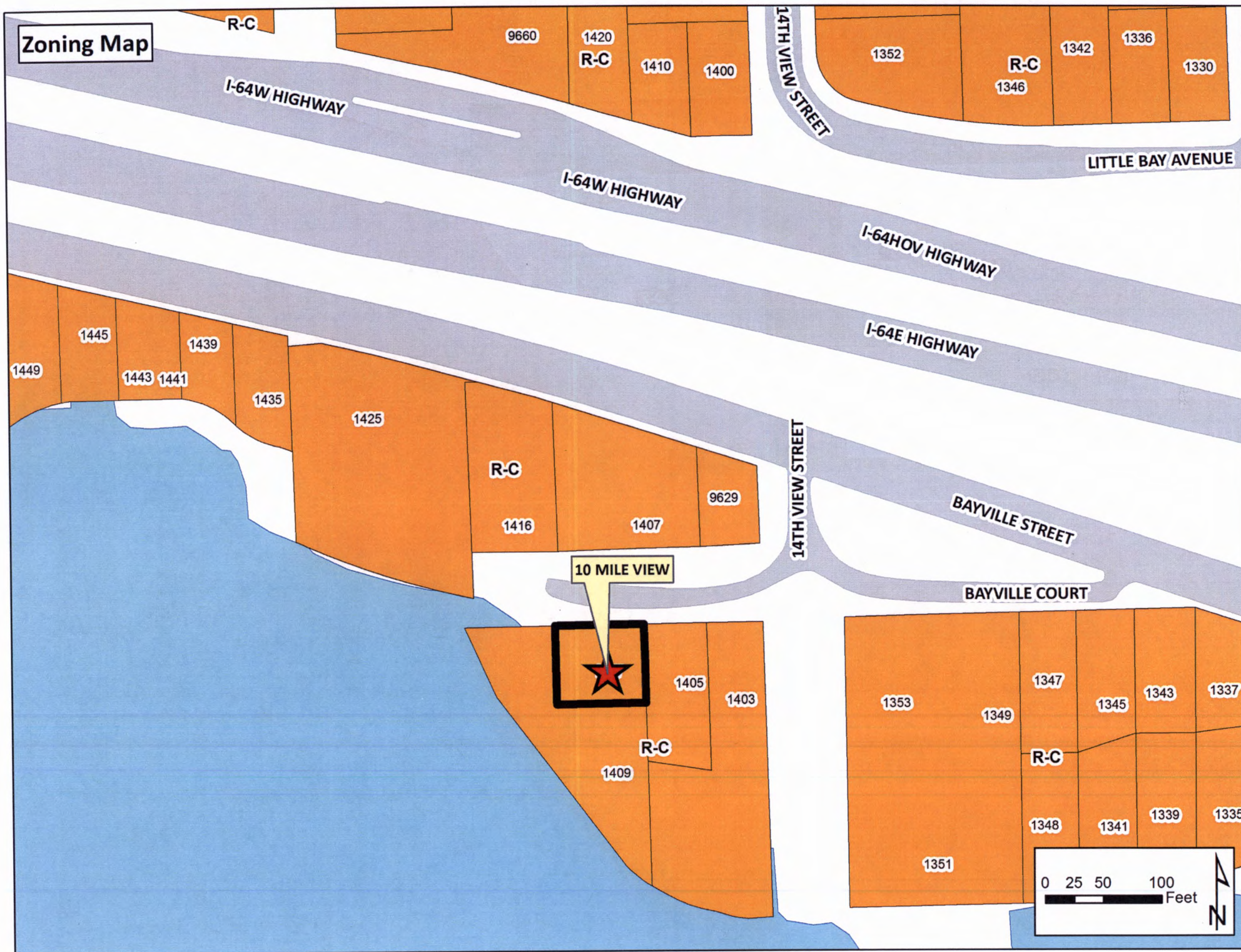


Location Map





# Zoning Map









Beard, Jami J  
9629 14th View St  
Norfolk VA 23503-1001

Bernard Holdings Llc  
2701a Nevada Ave  
Norfolk VA 23513-4412

Blumling, John W & Carter S  
1405 Bayville Ct  
Norfolk VA 23503-1026

Boone, Ronald W Jr & Lisa S  
1409 Bayville Ct  
Norfolk VA 23503-1026

Ehardt, Brian G & Caley Ann  
1435 Bayville St  
Norfolk VA 23503-1035

Freeman, Lisa M  
1407 Bayville Ct  
Norfolk VA 23503-1026

Hs Willoughby, Llc  
2950 Baltic Ave Apt 204  
Virginia Beach VA 23451-3044

Lyons, Donald Lebby  
8901 Hammett Ave  
Norfolk VA 23503-4916





**APPLICATION  
CONDITIONAL USE PERMIT  
(Please print)**

Date 9-10-18

**DESCRIPTION OF PROPERTY**

Address: 1407 Bayville Ct Norfolk

Existing Use of Property: Rental

Proposed Use: Rental short term

Current Building Square Footage: 1700 Proposed Building Square Footage: 1700

Trade Name of Business (if applicable): 10 mile view

**APPLICANT\***

1. Name of applicant: (Last) Freeman (First) Lisa (MI) M

Mailing address of applicant (Street/P.O. Box): 1820 NE Jensen Beach Blvd

(City): Jensen Beach (State): FL (Zip Code): 34957

Daytime telephone number of applicant: ( 757 ) 879 1951

E-mail address: NON SNAIL@gmail.com

**AUTHORIZED AGENT\* (if applicable)**

2. Name of applicant: (Last) Walsh (First) Amanda (MI) P

Mailing address of applicant (Street/P.O. Box): \_\_\_\_\_

(City): Forktown (State): VA (Zip Code): 23693

Daytime telephone number of applicant: ( 757 ) 7254086 Fax ( ) \_\_\_\_\_

E-mail address: AmwRe@

Application  
Conditional Use Permit  
Page 2

**PROPERTY OWNER\***

3. Name of property owner: (Last) Freeman (First) Lisa (MI) M  
Mailing address of property owner (Street/P.O. box): 1820 NE Jensen Beach Blvd  
(City): Jensen Beach (State): FL (Zip Code): 34957  
Daytime telephone number of owner: ( 757 879 1951 )  
E-mail address: Nonsna1@gmail.com

\*(If applicant/agent/property owner is a LLC or a Corp./Inc., include name of official representative and/or all partners)

**CIVIC LEAGUE INFORMATION**

Civic League contact: Don Musacchio  
Date meeting attended/held: 4/12/18  
Ward/Super Ward information: \_\_\_\_\_

**CERTIFICATION**

I hereby submit this complete application and certify the information contained herein is true and accurate to the best of my knowledge:

Print name: Lisa Freeman Sign: [Signature] 5-10-18  
(Property Owner) (Date)

Print name: [Signature] Sign: [Signature] 5-10-18  
(Applicant) (Date)

(If Applicable)

Print name: Amade Poter Sign: [Signature] 5-10-18  
(Authorized Agent Signature) (Date)



1407



Description of Operations  
Conditional Use Permit

Date: 5-10-18

Trade name of business: 10 mile view

Address of business: 1407 Bayville St Norfolk VA

Name(s) of business owner(s)\*: Amanda Walsh

Name(s) of property owner(s)\*: Lisa Freeman

Daytime telephone number ( ) 757 879 1951

\*If business or property owner is partnership, all partners must be listed.

\*If business or property owner is an LLC or Corporation, all principals must be listed.

Proposed Hours of Operation:

Sat to Sat

Weekday From: \_\_\_\_\_ To: \_\_\_\_\_

Friday From: \_\_\_\_\_ To: \_\_\_\_\_

Saturday From: \_\_\_\_\_ To: \_\_\_\_\_

Sunday From: \_\_\_\_\_ To: \_\_\_\_\_

Lisa M Freeman

Signature of Applicant



2

Gmail

IISA Freeman &lt;nonsnail@gmail.com&gt;

**Willoughby Civic League Meeting**

5 messages

**donmusacchio@aol.com** <donmusacchio@aol.com>  
To: nonsnail@gmail.com

Tue, Apr 3, 2018 at 4:11 PM

Hi. You are on for the Apr.12 meeting. As this is new for the League as well, I expect that you should outline How you will manage the rentals, number expected per year ,etc. The League has concerns usually centered around noise and parking issues. See you on the 12th.

**nonsnail** <nonsnail@gmail.com>  
To: donmusacchio@aol.com

Tue, Apr 3, 2018 at 8:01 PM

Thank you Don.

Sent on a Sprint Samsung Galaxy Note® 3  
[Quoted text hidden]

**nonsnail** <nonsnail@gmail.com>  
To: donmusacchio@aol.com

Tue, Apr 3, 2018 at 8:06 PM

Thank you Don and I understand the concern.

However in the past I have had many <sup>guest</sup> ~~gas~~ from London, New Zealand, military families from Pennsylvania, Ohio, Indiana, Michigan. People from New Jersey that are amazed but there is no fee to enter the beach in Ocean View. I have had the home rented for the last 6 years so we can certainly detail the success and the financial impact it has on the community.

Sent on a Sprint Samsung Galaxy Note® 3

----- Original message -----

From:  
Date: 04/03/2018 4:11 PM (GMT-05:00)  
To:  
Subject: Willoughby Civic League Meeting

Hi. You are on for the Apr.12 meeting. As this is new for the League as well, I expect that you should outline How you will manage the rentals, number expected per year ,etc. The League has concerns usually centered around noise and parking issues. See you on the 12th.

**donmusacchio@aol.com** <donmusacchio@aol.com>  
To: nonsnail@gmail.com  
Cc: hensley923@gmail.com

Sun, Apr 8, 2018 at 5:39 PM

Hi. Talked with our Board about what each of us is to expect as to the City's requirement for you to contact the local Civic league and just what the League is to do. Since we don't have any guidance on how to handle, it seems it would be premature for you/us to meet and discuss until the City provides that guidance. I also don't want to unnecessarily hold up your paperwork/application, so if you need to check a box that you reached out to the league I am OK with you doing so and referencing our conversation about your history with the property and my sharing our general concerns. Once I hear back from the City I will contact you and we can talk as to what (if anything) else needs to be done.. Thanks.

[Quoted text hidden]

5/10/2018

Gmail - Willoughby Civic League Meeting

2

Sun, Apr 8, 2018 at 6:16 PM

**nonsnail** <nonsnail@gmail.com>  
To: donmusacchio@aol.com

Thank you I don't want to hold up the application process so I will reference our conversation and see if that suffices.

Sent on a Sprint Samsung Galaxy Note® 3

----- Original message -----

From:  
Date: 04/08/2018 5:39 PM (GMT-05:00)  
To:  
[Quoted text hidden]

Brief description for conditional use permit 1407 Bayville Court

Offer a solution for families to lodge together for 3 days to <sup>30</sup> days, many are military.

The typical family that stays for a week short term rental eat out in Norfolk at least twice, shop at our grocery stores, visit our museums.

Please see below the typical guest request.

"Good afternoon, we need a place close to base to meet up with our son and his family. They are travelling from Spain to complete training at Naval Base. Those staying will be my wife, 3 teens (well-behaved), our adult daughter, my daughter-in-law's mother, my son (Chief Petty Officer) and his beautiful wife and 2 year old grandson. I hope you allow us to stay in your beautiful home."



THIS IS TO CERTIFY THAT I, ON MAY 11, 2018, SURVEYED THE PROPERTY SHOWN HEREON AND THAT THE TITLE LINES AND PHYSICAL IMPROVEMENTS ARE AS SHOWN HEREON. THE IMPROVEMENTS STAND STRICTLY WITHIN THE TITLE LINES AND THERE ARE NO ENCROACHMENTS OF OTHER BUILDINGS EXCEPT AS SHOWN.

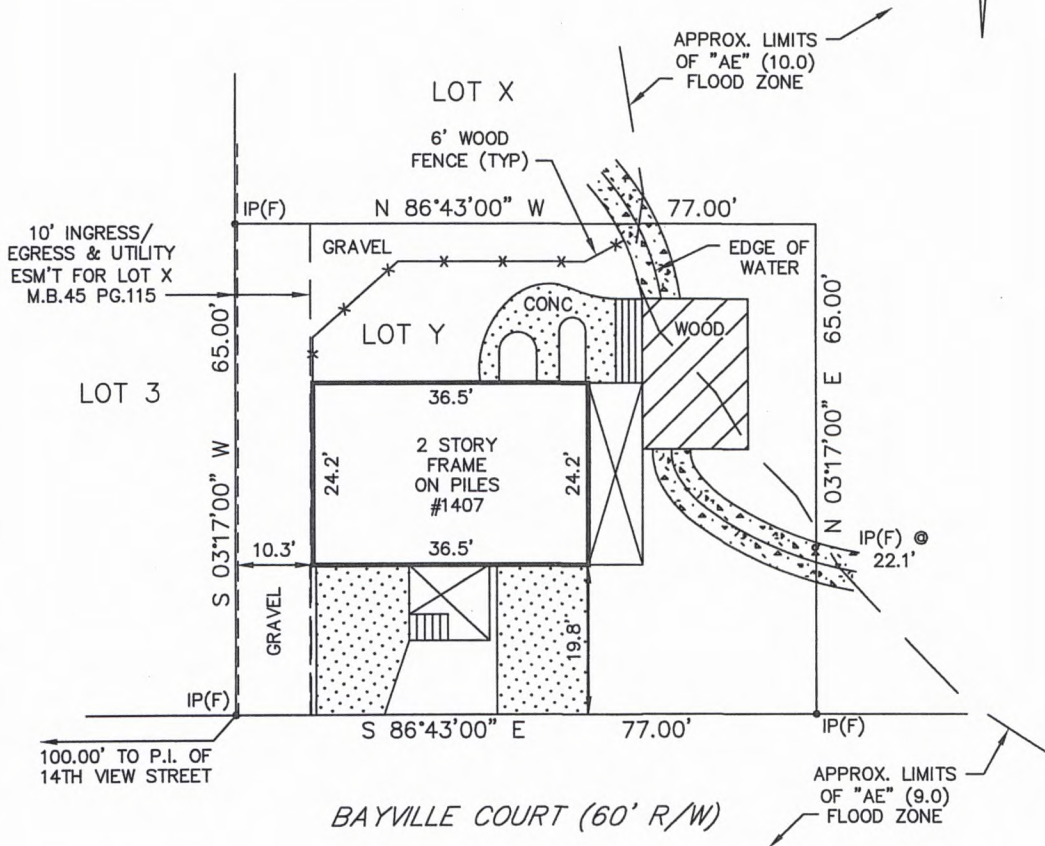
SIGNED: *[Signature]*

**NOTES:**

- 1) THE PROPERTY SHOWN HEREON APPEARS TO LIE IN "AE" (9.0 & 10.0) FLOOD ZONE ACCORDING TO F.E.M.A. MAP PANEL NO. 510104-0008H REVISED FEB. 17, 2017.
- 2) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT, AND MAY NOT SHOW ANY/ALL EASEMENTS AFFECTING THE PROPERTY.

NOTE: 3 TOTAL PARKING SPACES PROVIDED  
ON SITE. 2 DRIVEWAY SPACES,  
1 SPACE UNDER THE DWELLING.

M.B.45 PG.115



PHYSICAL SURVEY  
OF  
LOT Y, BLOCK 42  
RESUBDIVISION OF  
LOTS 1, 2, 5 & 6, BLOCK 42  
CORRECTED MAP OF  
WILLOUGHBY BEACH  
NORFOLK, VIRGINIA  
FOR  
LISA FREEMAN

DATE: MAY 11, 2018  
SCALE: 1" = 20'  
NOTE: FOR PLAT SEE  
M.B. 45 PG. 115  
NORFOLK, VA

**WARD M. HOLMES**  
**LAND SURVEYOR, P.C.**  
9225 GRANBY STREET  
NORFOLK, VIRGINIA 23503  
757-480-1230



DRAWN BY: WTL

PROJECT NO. 18-175



## Pollock, Susan

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**From:** Whitney, Chris  
**Sent:** Monday, May 21, 2018 10:39 AM  
**To:** 'donmusacchio@aol.com'; Thomas, Martin; McClellan, Andria; Southall, Ryan N  
**Cc:** Pollock, Susan; Williams, Sherri  
**Subject:** New Planning Commission Applications- 1333 Bayville Street; 1407 Bayville Court  
**Attachments:** Application-1333 Bayville St.pdf; Application-1407 Bayville Ct.pdf

Mr./Mrs.

Attached please find information for the following applications tentatively scheduled to be heard at the June 28, 2018 Planning Commission public hearing:

**CHESAPEAKE ESCAPES**, for a Conditional Use Permit to operate a Short-Term Rental Unit (Vacation Rental) at 1333 Bayville Street.

**10 MILE VIEW**, for a Conditional Use Permit to operate a Short-Term Rental Unit (Vacation Rental) at 1407 Bayville Court.

Staff contact: Susan Pollock (757) 664-4765, [susan.pollock@norfolk.gov](mailto:susan.pollock@norfolk.gov)

Thank you,

Chris Whitney, CZA, CFM  
City Planner I



Department of City Planning  
810 Union Street, Suite 508  
Norfolk, VA 23510  
757-823-1253 | 757-441-1569 fax

Connect with us:

[www.norfolk.gov](http://www.norfolk.gov)



## Pollock, Susan

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**From:** Williams, Sherri  
**Sent:** Friday, June 15, 2018 10:18 AM  
**To:** 'donmusacchio@aol.com'  
**Cc:** Thomas, Martin; McClellan, Andria; Southall, Ryan N; Pollock, Susan (susan.pollock@norfolk.gov)  
**Subject:** New Planning Commission Application- 1407 Bayville Court  
**Attachments:** Application-1407 Bayville Ct.pdf

Mr./Mrs.

Attached please find the following applications tentatively scheduled to be heard at the July 26, 2018 Planning Commission public hearing:

**10 MILE VIEW**, for a Conditional Use Permit to operate a Short-Term Rental Unit (Vacation Rental) at 1407 Bayville Court.

*Staff contact: Susan Pollock (757) 664-4765, [susan.pollock@norfolk.gov](mailto:susan.pollock@norfolk.gov)*

Thank You

Sherri Williams  
Planning Technician  
  
Planning Department  
810 Union Street | Suite 508  
Norfolk, VA 23510  
(757) 664-6771





**To:** Ms. Lisa Freeman  
Ms. Amanda P. Walsh

July 15, 2018

**From:** Mr. Don Musacchio  
President, Willoughby Civic League

**Re:** SHORT TERM RENTAL APPLICATION REVIEW  
1333 BAYVILLE STREET, NORFOLK, VA.  
1407 BAYVILLE COURT, NORFOLK, VA.

Dear Ms. Freeman and Ms. Walsh

The Willoughby Civic League (WCL) Board of Directors has received your subject applications.

Unfortunately the WCL General Membership meetings are in recess for the summer months which is where we would present your applications to our membership for comment. The next WCL General Membership Meeting will not occur until September so to avoid any further delay in the review and processing of your applications, the WCL Board of Directors reviewed your applications and acting on behalf of the WCL General Membership decided to defer to the City of Norfolk's Planning Commission and Staff to develop a recommendation on these two specific Short Term Rental applications.

Very Truly Yours,

Mr. Don Musacchio  
President Willoughby Civic League

**CC**

Councilman Martin Thomas Jr  
Ward I, Norfolk City Council  
810 Union St. Suite 1006  
Norfolk, VA 23510

Councilwoman Andria P. McClellan  
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